

## Global Data Subject Rights Request

|                                  |  |
|----------------------------------|--|
| * Relationship with Accelleron : |  |
|----------------------------------|--|

**Business partners** - Accelleron representatives, distributors, channel partners and other entrepreneurs whose business activities include buying and reselling Accelleron products or services

**Candidate** - candidate for a job position at Accelleron

**Contractor / Former contractor** - a third party contracted by Accelleron or its employee/contractor

**Customer** - recipient of service or goods provided by Accelleron

**Employee / Former employee** - internal employee of Accelleron or one of its subsidiary companies

**Individuals under 16** - person who has not reached the age of 16

**Prospective Customer** - person with potential interest in Accelleron products or services

**Related persons of current employees** - employee next of kin

**Vendor** - a third party - a service or goods provider for Accelleron

**Others** - any other person not covered in the list above

### About you

|                                |  |
|--------------------------------|--|
| * First name :                 |  |
| * Last name :                  |  |
| * E-Mail :                     |  |
| * Verify E-Mail :              |  |
| Mobile :                       |  |
| * Country of the data subject: |  |
| * Country:                     |  |

Please choose the country, where the company responsible for processing your personal data is established. Please be advised, that your request will cover all Accelleron companies within the chosen country. If you wish to address the request to Accelleron entities in more than one country, please submit a separate request form for each of these countries.

|                      |  |
|----------------------|--|
| Business             |  |
| Business Line        |  |
| * Reason for request |  |

**Complaint** - if you are not satisfied with the way Accelleron processes your personal data you can submit a complaint. For this purpose please describe the circumstances giving rise to the complaint.

Correction of data - you may request immediate correction of inaccurate or incomplete personal data we hold about you. For this purpose please elaborate, where you came across wrong data and how it should be corrected.

Data deletion - you may request erasing your personal data when it is no longer needed, where applicable law obliges us to delete the data or the processing of it is unlawful. For this purpose please describe what sort of data should be removed and provide justification for removing the data.

Objection to processing of my data - you have the right to object to processing of your personal data where we rely on legitimate interests as the basis for such processing and your data protection rights outweigh reasoning for legitimate interests. For this purpose please provide what kind of processing you would like to object and justification for this objection.

Access request and data portability - you are entitled to ask Accelleron for an overview of personal data we hold about you or obtain a copy of it. For this purpose please describe, what kind of data or information you want to obtain. Additionally, you are also entitled to transfer your data to another entity. In such case please provide us with an information to whom your data should be transferred to.

Consent withdrawal - where Accelleron has asked for your consent to process personal data, you may withdraw your consent at any time. For this purpose please describe the processing operation, you wish to withdraw your consent for.

## Identity confirmation

Please note that Accelleron will not process your request unless we are sure that we are taking instructions from the owner of the personal data. In order to avoid any unauthorized actions regarding your personal data and to securely process this request we need to confirm your identity.

Please see the below

|  |   |  |
|--|---|--|
| <p><b>Accelleron Account</b><br/>If your request concerns any account set up on Accelleron pages</p>                 | <p>Please use the appropriate functionalities available to delete, access or correct your personal data by logging into your account. If this is not possible please submit your request using same e-mail address as used when setting up the account, additionally, please indicate what kind of account was created</p>                                |  |
| <p><b>Newsletter/Mailing List</b><br/>When your request concerns Accelleron mailing list/newsletter/subscription</p> | <p><b>To unsubscribe:</b><br/>Please click the unsubscribe button or use other option configured for resigning. If it is not possible please submit the request using same e-mail address as used when subscribing and indicate what newsletter it is (e.g. please point out for us from which Accelleron e-mail address you received notifications).</p> | <p><b>Other actions:</b><br/>Please submit the request using same e-mail address as used when subscribing and indicate what newsletter it is (e.g. please mention from which e-mail address you received notifications).</p> |

In other cases, if you are:

|   |  |
|---|--|
| <b>Candidate</b>                          | Please use the appropriate functionalities available in the Accelleron eRecruitment portal to delete, access or correct your data. If it is not possible please submit the request using same e-mail address as used when setting up your account. |
| <b>Current employee/contractor</b>        | Please use in your request the e-mail address with Accelleron's domain or attach a copy of your badge.   |
| <b>Former employee</b>                    | Please provide us with a copy of any document confirming former employment relation with Accelleron e.g. employment certificate, termination letter, or if not possible, a safe scan of your ID document*.   |
| <b>Customer/Prospective Customer</b>      | Please provide us with your e-mail address/phone number used when contacting Accelleron or information about purchased goods/services and approximate date when it took place.   |
| <b>Business Partner/Supplier</b>          | Please provide us with a copy of any business correspondence with Accelleron or submit a request using the same e-mail address that was used previously to contact Accelleron, or if not possible, a safe scan of your ID document*.               |
| <b>Other categories than listed above</b> | Please provide the requested details and we will contact you individually in order to select the most appropriate way to verify your identity.   |

Please note that depending on the circumstances of your request, Accelleron reserves the right to ask for additional information allowing us to confirm your identity to the extent necessary, including requesting a document confirming your identity.

\*In case you provide us with a document as an attachment, please remove any specific document number and photograph from the copy. You can do it by using a secure ID scan application e.g. copy ID or just make a copy of your ID and redact all information that is not needed (like ID number/ photo).

### What happens next

Please send this completed form (attached to an e-mail) to [privacy@accelleron-industries.com](mailto:privacy@accelleron-industries.com) from the e-mail account you have specified above.

Depending on the class of consumer request and the type of request, Accelleron will verify your identity in order to properly complete the request. This may require Accelleron to request additional information (e.g. utility invoice or other similar type of identification documentation) in order to properly complete the request using possibly two or three factor analysis.

Accelleron will not make changes to any personal data unless we are sure that we are taking instructions from the owner of the personal data.